



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, and SEVENTH ARMY
DEPUTY CHIEF OF STAFF, INTELLIGENCE
UNIT 29351
APO AE 09014



AEAGB-SA (690-300.301)

AUG 06 1997

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Overseas Tour Policy for USAREUR Civilian Intelligence Personnel Management System (CIPMS) Employees

1. References:

- a. Memorandum, HQ, USAREUR/7A, AEAGA-CE, 28 Oct 96, subject: USAREUR Command Policy Letter 28, Overseas Tour Policy for DOD Civilian Employees (encl 1).
- b. DOD Civilian Personnel Manual 1400.25-M, Chapter 301, Subchapter 4, Rotation of Employees from Foreign Areas, 24 Aug 88.
- c. AR 690-300, Chapter 301, Subchapter 5, Overseas Employment and Rotation of U.S. Citizens, 1 Aug 88.
- d. USAREUR Supplement 1 to AR 690-300.301, Overseas Employment, 31 May 94.

2. Effective immediately, USAREUR CIPMS employees will be administered IAW the DOD overseas tour policy as defined in references 1a through 1d above. The DOD policy limits employment in foreign areas to five years for appropriated fund civilian employees. Effective with the date of this policy memorandum, CIPMS employees are subject to the five-year limitation on overseas employment after a period of time equivalent to one renewal agreement tour of duty (2 years in Germany, Belgium, Italy, and the Netherlands). All prior service in a civilian appropriated fund capacity with DOD, which has not been interrupted by CONUS residence, is counted in computing the five-year period.

3. With the protracted drawdown of military and civilian personnel in the European theater nearly over, conditions requiring CIPMS employee overseas tours to be automatically extended no longer exist. Commanders and staff managers should consider extension requests by CIPMS employees on an individual basis and ensure that extension decisions are consistent with DOD criteria and USA REUR policy as amplified in enclosure 2 to this memorandum.

4. This change in CIPMS policy is not intended, and should not be construed, as a means to arbitrarily refuse a tour extension request from a CIPMS employee up to and exceeding five years. The purpose is to provide both management and employee a scheduled opportunity to systematically review and determine if it is in the best interest of the organization, mission and/or the individual's professional career to extend his or her overseas tour.

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5. Enclosure 2 contains questions and answers regarding most of the concerns that CIPMS employees may have about the overseas tour policy. Additional assistance may be obtained from the ODCSINT, USAREUR Civilian Personnel Coordinator, DSN 370-6326.
6. Request Civilian Personnel Advisory Centers inform employees of the provisions of the rotation policy and ensure that the appropriate Rotation Agreement is signed and included in the employee's official personnel folder.



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Colonel, GS
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2 Encls

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